



revised - - - Steering Committee Meeting - - - revised

Friday, June 26th, 2009

9 am - 12:30 pm

ARB Conference Room 202, 1927 13th Street, Sacramento

Call-in number: (888) 831-4305

Participant Pass code: 66538

Meeting Objectives: 1) Outreach updates; 2) Approve CARPA Charter and Endorsement Policy; 2) Expand Steering Committee membership; 4) Updates from subcommittees; 5) Budget and funding issues

Meeting Materials: 1) Agenda; 2) May 15th minutes; 3) CARPA Charter; 4) June newsletter; 5) Endorsement Policy and form; 6) Steering Committee roster; 7) Data to Message Subcommittee minutes

Time		Topic
9:00	10 min	Introductions and welcome call in participants <ul style="list-style-type: none"> Opening remarks – Jeff Agenda overview and objectives for today's meeting – Sue Approve May 15th minutes – Jeff Review action items not included under agenda topics – Sue
9:10	15 min	New Business <ul style="list-style-type: none"> Recent networking efforts
9:25	35 min	Outreach <ul style="list-style-type: none"> Listserv, Website, and Newsletter update – Shelley Survey Monkey status – Libby
10:00	45 min	CARPA Charter – Jeff <ul style="list-style-type: none"> Review updated draft Charge to Subcommittees (Appendix 1) Member nomination process Endorsements Policy and process (form 2.2) (Add as Appendix 2) Approval of Charter Nomination of new members – Jeff <ul style="list-style-type: none"> Status of current membership Steering Committee nominees
10:45	10 min	<i>Break</i>
10:55	45 min	CARPA Subcommittees <ul style="list-style-type: none"> Data to Message Subcommittee first meeting - Libby and Shelley Data Subcommittee Work Plan & progress - Jeff Message to Audience Subcommittee Work Plan & progress – Shelley for Dimitri
11:40	40 min	Budget and Funding Issues <ul style="list-style-type: none"> Grant opportunities – Karen Riveles DHS Preparedness money – Steve Wall, Kevin Chao
12:20	10 min	Wrap Up, Closing Comments <ul style="list-style-type: none"> Review deliverables and set next meeting date
12:30		Adjourn